



City of Alexandria

INTERDEPARTMENTAL FORM FOR APPROVALS, REFERRALS, AND REQUIREMENTS TO OBTAIN A BUSINESS LICENSE

x MiSun Park # Emily's Kitchen #4
Applicant Name Trade Name
x 3601 Eisenhower Ave 120 # Dei
Business Address Alex, Va 2 Nature of Business

Zoning and code approvals, miscellaneous tax registrations and any other relevant permits or licenses must be submitted with the Business License Application. (Code approval is subject to zoning approval.)

1. ☒ Permit Center (One Stop Shop)
Office of Building and Fire Code Administration
301 King Street, 4th Floor, Room 4200
Telephone: 703.746.4200

Zoning Approval

Zone: _____ Use: _____

☐ Approved ☒ Approved with restrictions ☐ Disapproved ☐ Add'l Info. Req'd

Zoning/Restrictions/Conditions: Approved Date per SUP 2014-0097
with conditions attached

10/17/2014
Date

[Signature]
Signature

Code Approval

☐ No Additional Code Enforcement Permit Required

☐ Additional Permits Required – Applicant Notified

Date

Signature

Registration: Miscellaneous Tax Package (if applicable)

☐ Meal Sales Tax
(Restaurants and Carry Outs)
Information Packet Received: _____

☐ Transient Lodging Tax
(Hotel, Apartment Hotel, etc)
Registration Packet Received: _____

☐ Short-Term Rental Tax
(Vehicles, Equipment, etc)
Application Received: _____

Additional Requirements: (If applicable)

2. ☒ Clerk of Circuit Court (Registration of Fictitious Trade Name)
520 King St., Room 307, Telephone: 703.746.4044
<http://alexandriava.gov/clerkofcourt/default.aspx#businesses>
3. ☐ Transportation and Environmental Services (Traffic Division) (hauling, rickshaws, pedicabs, etc)
City Hall, Room 4100, Telephone: 703.746.4025
4. ☒ Health Department (Health Permit) (beauty salons, massage therapists, restaurants, etc)
4480 King St., Telephone: 703.746.4910
5. ☐ Police Department (Police Clearance and Permits) (antique dealers, check cashing, dealers of second hand articles, junk dealers, jewelry stores, pawnbrokers, precious metals, gems, and solicitors, etc)
6. ☐ Other: _____

x [Signature]
Taxpayer Signature

9/11/14
Date